

## **TRUSTEES ANNUAL REPORT MAY 2023**

### **SCHOOL VOLUNTARY FUNDS - ACCOUNTING PERIOD 1.9.21-31.8.2022**

The accounts were audited by JCA School Support Ltd. in May 2023. Copies were presented to the F & R Governors meeting on 25<sup>th</sup> May 2023. These accounts will be uploaded onto the Charity Commission Website.

The school fund is not reported on separately but as part of the main Governing Body meetings. The school fund Chair is Andrew Stammers and Rebecca Cottage is Secretary and Sue MacAskill is treasurer,

The opening balance on the 1/9/21 was £106,026.22 (less savings account of £30,158.98) £93,260.53. The accounts presented show an in year income of £91,897.81 and an in year expenditure of £74,504.52. Income received has been for part of our fundraising efforts for the new build.

Some of our income and expenditure for this accounting year has been as follows:

#### **Income**

**Below are the donations received during this period:**

Fundraising-New Build	45,145.53
Buy a Brick	2,313.85
Bank Transfer -Savings account	30,158.98
Miscellaneous	501.87
Donations	13,777.58

#### **Expenditure**

**Below are some specific expenditure items:**

Fundraising - New Build	57,739.56
Bank Payments	114.01
Miscellaneous	4160.59
Donations	4817.36

**Action:** Governors to confirm their acceptance of the school fund accounts and this to be minuted.

Once Governors have confirmed their acceptance of the school fund accounts, these will be uploaded onto the charity commission annual return.

School Fund Trustees Report to 31/8/22

	MARJORIE McCLURE	1.9.21-31.8.22	SCHOOL FUND		CURRENT A/C											opening bal:	75867.24					
DATE	INCOME	REASON	SLIP NO.	DONATIONS -A	NEW BUILD FUNDRAISING -B	SUNDRIES. C	BUY A BRICK	EXPENDITURE CHEQUE NO.	DATE	PAYEE	REASON	SUNDRIES. D	TRANSFER -E	BANK -G	TOTAL IN	TOTAL OUT	BALANCE	REC.				
								101707	1.9.21	D Packer	food for INSET	220.69			0	220.69	75646.55	x				
								101708	6.9.21	Dee Sports	trophies	99.3			0	99.3	75547.25	x				
16.9.21	Income *	paid in error into this a/c*	609	2408.68											2408.68	0	77955.93	x				
16.9.21	Income	fair£29,Aaryan£47/misc	609	76		175									251	0	78206.93	x	no pslip			
								101709	16.9.21	LBB *	to cancel error*		2408.68		0	2408.68	75798.25	x				
								101710	22.9.21	LBB	flowers (credit card)	30			0	30	75768.25	x				
								101711	22.9.21	LBB	donation for IT budget		2408.68		0	2408.68	73359.57	x		no documentation		
								101712	23.9.21	LBB	flowers (credit card)	60			0	60	73299.57	x				
28.9.21	Income	A Stammers donation	610		50										50	0	73349.57	x				
3.9.21	Income	Charitable Giving	DD	20											20	0	73369.57	x				
Sept	Income	Lottery	DD		92.4										92.4	0	73461.97	x				
30.9.21	Income	Jack Petchey	DD	250											250	0	73711.97	x				
								101713	7.10.21	L B Bromley	gambling licence	20			0	20	73691.97	x				
October	Income	Charitable Giving	DD	20											20	0	73711.97	x				
October	Income	school lottery	DD		56.9										56.9	0	73768.87	x				
3.11.21	Income	Darenth Valley Golf	611		3700										3700	0	77468.87	x				
								101714	2.11.21	L B Bromley	school fund audit		120		0	120	77348.87	x				
								101715	12.11.21	Cash chq.	reim of petty cash			45	0	45	77303.87	x				
25.11.21	Income	donation, WL food	612	260		17									277	0	77580.87	x				
30.11.21	Income	lottery	DD		59.4										59.4	0	77640.27	x				
30.11.21	Income	charitable giving	DD	260											260	0	77900.27	x				
30.11.21	Income	new build fund	DD		2500										2500	0	80400.27	x				
30.11.21	Income	Cockpit	DD		554										554	0	80954.27	x				
30.11.21	Income	Square	DD		193.46										193.46	0	81147.73	x				
15.12.21	Income	paypal giving/calendar	613	62.5		71									133.5	0	81281.23	x				
1.12..21	Income	Optimum	DD	250											250	0	81531.23	x				
03.12.21	Income	Charitable Giving	DD	20											20	0	81551.23	x				
07.12.21	Income	Lottery	DD		54										54	0	81605.23	x				
13.12.21	Income	Amazon	DD		21.52										21.52	0	81626.75	x				
15.12.21	Income	Donation	DD		60										60	0	81686.75	x				
								101716	5.1.22	L B Bromley	flowers (credit card)	30			0	30	81656.75	x				
								101717	24.1.22	L B Bromley	Jack Petchey	250			0	250	81406.75	x				
25.1.22	Income	pay pal/Coombs	614	85	1085										1170	0	82576.75	x				
13.1.22	Transfer of funds	from savings account	DD	30158.98											30158.98	0	112735.73	x				
5.1.22	Income	Charitable Giving	DD	20											20	0	112755.73	x				
5.1.22	Income	Lottery	DD		51.3										51.3	0	112807.03	x				
14.1.22	Income	CAF - S Almond	DD		2500										2500	0	115307.03	x				
								DD	20.1.22		bank charges			6.08	0	6.08	###	x				
								101718	7.2.22	Chislehurst Socie	subscription	15			0	15	115285.95	x				
10.2.22	Income	Cockpit Chislehurst	615		310										310	0	115595.95	x				
3.2.22	Income	Charitable Giving	DD	20											20	0	115615.95	x				
08.2.22	Income	lottery & amazon	DD		90.19										90.19	0	115706.14	x				
12.2.22	Income	Rotary	DD		2000										2000	0	117706.14	x				
25.2.22	Income	Masonic	DD		3500										3500	0	121206.14	x				
28.2.22	Income	Square **	DD		78.6		343.85								422.45	0	121628.59	x				
								DD	Feb	Bank	bank charges			6.94	0	6.94	###	x				
3.3.22	Income	buy a brick & commiss	616			45.37	500								545.37	0	122167.02	x				
								101719	2.3.22	PSA	collected on square**	78.6			0	78.6	122088.42	x				
17.3.22	Income	Lullingstone Golf Club	617	5238											5238	0	127326.42	x				
16.3.22	Income	Jack Petchey	DD	600											600	0	127926.42	x				
25.3.22	Income	Donation Tony Allen?	DD	1000											1000	0	128926.42	x				
March	Income	lottery	DD		51.3										51.3	0	128977.72	x				
3.3.22	Income	Charitable Giving	DD	20											20	0	128997.72	x				
9.3.22	Income	Donation S. Newbound	DD			100									100	0	129097.72	x				
21.3.22	Outgoing	Bank charges	DD					DD	21.3.22	Bank	bank charges			7.44	0	7.44	129090.28	x				
March	Income	Square	DD		255.43										255.43	0	129345.71	x				
March	Income	Stripe	DD		423.9										423.9	0	129769.61	x				
March	Income	buy a brick	DD				60								60	0	###	x				
31.3.22	Income	buy a brick	618				1060								1060	0	130889.61	x				
April	Income	Stripe	DD		518.1										518.1	0	131407.71	x				
April	Income	Square	DD		147.29										147.29	0	131555.00	x				
April	Income	Charitable Giving	DD	20											20	0	131575.00	x				
April	Income	lottery	DD		51.3										51.3	0	131626.30	x				
								DD	April	Bank	bank charges			9.6	0	9.6	131616.70	x				
April	Income	5th Chis. Scouts	DD		163.5										163.5	0	131780.20	x				
April	Income	West Kent Masons	DD		4173										4173	0	###	x				
								101720	4.5.22	LBB	Smartbox		3500		0	3500	132453.20	x				
								101721	4.5.22	LBB	PSA counselling		1000		0	1000	131453.20	x				
5.5.22	Income	buy a brick & donations	619	3067.4	210										3277.4	0	134730.60	x				
								101722	9.5.22	LBB	Smartbox donation		4173		0	4173	130557.60	x				
17.5.22	Income	donations & repayment	620		2975	150									3125	0	133682.60	x				
25.5.22	Income	donation & buy a brick	621		2609.48		50								2659.48	0	136342.08	x				
May	Income	Charitable Giving	DD	20											20	0	136362.08	x				
May	Income	lottery	DD		51										51	0	136413.08	x				
								DD	May	Stripe	charges	65			0	65	136348.08	x				
														10.24	0	10.24	136337.84	x				
May	Income	Square	DD		1552.29										1552.29	0	137890.13	x				
May	Income	CAF	DD		500										500	0	138390.13	x				
May	Income	S Newbound	DD		1000										1000	0	139390.13	x				
May	Income	J De Maid	DD		250										250	0	139640.13	x				
May	Income	Sykes	DD		250										250	0	139890.13	x				
May	Income	Amazon	DD		25.11										25.11	0	###	x				
16.6.22	Income	buy a brick GT & event	622		232		200	101723	16.6.22	PSA	card payments		1355		0	1355	138560.24	x				
								101724	13.7.22	D Packer	flowers	20			0	20	138972.24	x				
								DD	May	Bank	bank charges			12.99	0	12.99	138959.25	x				
June	Income	Charitable Giving	DD	20											20	0	138979.25	x				
June	Income	Lottery	DD		59.8										59.8	0	139039.05	x				
June	Income	Stripe	DD		188.6										188.6	0	139227.65	x				
June	Income	Square	DD		24.55										24.55	0	139252.20	x				
June	Income	Toyoto Charitable don	DD		1500										1500							

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# JCA School Support Ltd

## Marjorie Mclure School Fund September 2021-August 2022

### Income & Expenditure Account for Year ending 31/08/2022

Receipts		Payments	
Opening Balance	106026.22		
Bank	106026.22		
Cash	17393.29		
Savings account	-30158.98		
	<b>93260.53</b>		
School trips	-	School trips	0.00
Fundraising-New Build	45,145.53	Fundraising-New Build	57739.56
Buy a Brick	2,313.85	Fish Tank	0.00
Bank Transfer -Savings account	30,158.98	Bank Payments	114.01
Miscellaneous	501.87	Miscellaneous	4160.59
Special Events	-	Special Events	0.00
Donations	13,777.58	Donations	4817.36
		Wellbeing	0.00
		Smartbox donations	7673.00
			<b>74504.52</b>
<b>Income over expenditure for the year</b>			<b>17393.29</b>
	<b>91897.81</b>		<b>91897.81</b>

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# JCA School Support Ltd

## Marjorie Mclure School Fund September 2021-August 2022

As At 01/09/2021

<b>Opening Balance</b>		<b>106026.22</b>
<b>School fund savings Act</b>	30158.98	
Payments	74504.52	
Receipts		91897.81
Closing Balance Ledger 31/08/22		<b>93260.53</b>

Unpresented receipts		0.00
Unpresented Cheques	101729	43.50
	101732	449.75
		0.00
		<b>493.25</b>

Cash book balance as per Bank Statement August 2022	<b>93753.78</b>
Unrepresented chqs as at 31/08/22	493.25

**93260.53**

### Bank Reconciliations

School Fund Account 31/08/2022	93753.78
School Fund Savings Account 31/08/2022	0 Monies trf to main School Fund Acc
Petty Cash 31/08/2022	0
	<b>93753.78</b>

All Income has been cross referenced against paying in receipts and School fund account statements.  
All expenditure has been cross referenced against invoices and or till receipts submitted by staff and authorised for payment.  
Cheques authorised and distributed, in payment for goods purchased by/on behalf of the school, have been cross-referenced against the Bank statement, where all documentation is available

Signed. ■ *J Cousins*

Head teachers Signature.....

Date.....

Date...

**Notes:**



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# JCA School Support Ltd

## Marjorie Mclure School Fund September 2021-August 2022

As At 01/09/2021

<b>Opening Balance</b>		<b>106026.22</b>
<b>School fund savings Act</b>	30158.98	
Payments	74504.52	
Receipts		91897.81
Closing Balance Ledger 31/08/22		<b>93260.53</b>

Unpresented receipts		0.00
Unpresented Cheques	101729	43.50
	101732	449.75
		0.00
		<b>493.25</b>

Cash book balance as per Bank Statement August 2022	<b>93753.78</b>
Unrepresented chqs as at 31/08/22	493.25

**93260.53**

### Bank Reconciliations

School Fund Account 31/08/2022	93753.78	
School Fund Savings Account 31/08/2022		0 Monies trf to main School Fund Account
Petty Cash 31/08/2022		0
	<b>93753.78</b>	

All Income has been cross referenced against paying in receipts and School fund account statements.  
All expenditure has been cross referenced against invoices and or till receipts submitted by staff and authorised for payment  
Cheques authorised and distributed, in payment for goods purchased by/on behalf of the school, have been cross-referenced against the Bank statement, where all documentation is available

Signed.. *J Cousins*

Head teachers Signature.....*[Signature]*

Date.....*16/5/23*

Date...

**Notes:**

